Onslow County Public Library
Board of Trustees Meeting
July 8, 2014

Members Present: Kathleen Dillingham, Lynn Duff, Amelia Dees-Killette, David Swinney, Rachel Waldron, Faye Waters, Deloris Wells, and Sandra Wood
Also Present: Estell Carter, Library Director and Emery Ortiz, Assistant Director

I. Call to Order

Faye Waters, Board Chairperson, called the July 8, 2014 meeting to order at 4:00 pm at the Sneads Ferry Library.

II. Introduction of new Trustee members

- Welcome to new Board members Rachel Waldron and Lynn Duff

III. Approval of minutes – May 2014

The minutes were motioned for approval by Amelia Dees-Killette after an addendum to the Board of Trustees Outreach activities.
Addendum: Members of the Board of Trustees attended the Grand Opening of the Environmental Education Center on April 4, 2014. Kathleen Dillingham seconded. The minutes were accepted for approval with an addendum to the Board of Trustees Outreach activities.

IV. Director's Report

1. On May 31st, Onslow County Public Library and Onslow County Parks and Recreation hosted a concert featuring David Holt and Josh Goforth.
2. Onslow County Public Library has been selected to receive a Library Services and Technology Act grant to purchase 10 Early Literacy tablets. LSTA is providing $21,763. Jacksonville, Sneads Ferry, and Swansboro Friends of the library will provide matching funds for the balance.
3. Smart Kiosk centers were installed at each branch location. The machines are self-service. These centers will eventually allow patrons to pay account fines.
4. Summer Reading kickoff was held at all branch locations. Main Library reported 400 in attendance; Richlands reported 325; Swansboro reported 200; and Sneads Ferry reported 400. There are over 1900 registered for Summer Reading.
5. The Fancy Nancy party was held at Main Library. There were 115 in attendance and over 25 on the waiting list. Another session will be held in August to accommodate those who could not get into the first session.
6. The Friends of the Swansboro Library participated in the Military Appreciation Day held at Hammocks Beach State Park.
7. The Friends of Sneads Ferry Library met in June to plan their first book sale in the new facility. The sale will be July 10 – July 12th.
8. New officers were elected for Jacksonville Friends of the Library.

9. The technology Impact Survey conducted by the Library ended in June. This survey gives libraries some insight to how and why the public uses local public access computers provided by the library. National research shows that two of the most frequent ways people use public library technology is to find employment opportunities and advance their education.
10. Staff completed an update of the library's strategic plan. Elements from the Edge initiative Survey, Impact Survey, and the NC Standards for Public Libraries were incorporated into the updated plan.
11. Staff training included POD (Point of Dispensing) training. This is a plan for dispensing medication to staff if there were a public health disaster and how to direct citizens to places they need to go to get medication.

V. Board Development

a. Report on Trustees Outreach Activities
   - None

b. Recognition of outgoing Board members
   - Certificates of appreciation were available for Sandra White, outgoing Board member for Stump Sound and Lucy Booher, at-large Board member.

c. Election of new officers
   - Chairman, Brock Ridge
   - Vice Chairperson, Amelia Dees-Killette
   - Secretary, Rachel Waldron

VI. Old Business

- None

VII. New Business

a. Strategic Plan update and approval
   - Director Carter reviewed the 2014-2019 Strategic Plan with the Board.
   - Sandra Wood motioned for approval of the Strategic Plan. The motion was seconded by David Swinney. The Plan was approved.

b. Board Orientation
   - An orientation of the Library, giving a general overview of the library and meeting key staff members, will be held on September 9.

VIII. Library Facility Updates

a. Sneads Ferry Branch Library
   - Acoustical panels have been ordered for meeting room 104.
   - Approval to put in drainage system
   - Notification received that Library has been approved for Lowes Heroes Program. Lowes Home Improvement in Surf City will start landscaping after drainage issues are resolved. A Garden Club in the area will also offer some financial assistance.

IX. Additional Information

a. Meeting on September 9, 2014 at 4:00 p.m. at Main Library.

X. Adjournment

Amelia Dees-Killette motioned to adjourn the meeting. Sandra Wood seconded the motion. The meeting was adjourned.

Approved by the Onslow County Board of Trustees, September 9, 2014.

Brock Ridge 11-18-2014

Mr. Brock Ridge, Chair Date